

Sangamon County LEPC

P.O. Box 2105, 2801 N. Fifth Street
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AGENDA

March 20, 2008

8:30 AM

Office of the State Fire Marshal
1035 Stevenson Drive
Springfield, IL 62703

Meeting called to order by David Butt, Chairman

Acceptance of minutes from last meeting (1/17/2008)

Recognition of LEPC members and visitors

Old Business

Emergency Coordinator's Report on Progress of Site Specific Planning
Project

New Plans Completed

Completed Plans Updated

New Sites Visited

Department of Homeland Security "Chemical Security Assessment Tool"

Filing of 2007 Tier 2 Forms During 2008

Other

New Business

Partnerships and Community Integration – "EM Case Study"

Hazard Vulnerability Analysis

Other

Next meeting: May 15, 2008

Motion to adjourn

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MINUTES OF THE SANGAMON COUNTY LEPC MEETING – March 20, 2008

The Chair, David Butt, called the meeting to order at 8:32 am, at the State Fire Marshal's Office Conference Room, 1035 Aldai Stevenson Drive, Springfield IL 62703.

Members present included: John Brennan, Memorial Medical Center; David Butt, Sangamon County Office of Emergency Management; Brian Churchill, St. John's Hospital; Matt Helms, Springfield Fire Dept. (retired); Pat Metz, City Water, Light & Power (CWLP); Terry Nydegger, Sangamon County Rescue Squad; Dick Rentschler, MABAS; Dale Simpson, Springfield Fire Dept. (SFD); Jim Strutz, ASIS International; and Linda Swartz, Sangamon County Dept. of Public Health.

Visitors present were: Molly Berns and Linda Wheeland, Springfield - Sangamon County Regional Planning Commission (SSRPC) and Teal Featherston-Wilkinson, Sangamon County Dept. of Public Health.

Approval of the Minutes - Minutes from the January 17, 2008, meeting were distributed via e-mail prior to the meeting. A motion was made by Dick Rentschler, seconded by Jim Strutz and approved unanimously to accept the minutes from January 17, 2008.

Introductions - Visitors were recognized and self-introductions were made. Molly Berns is the new Land Use Planner at SSRPC. She presented her background and expressed interest in hearing the planning backgrounds of our LEPC members.

Old Business

Emergency Coordinator's Report on the Site Specific Planning Project – Matt Helms reported that he has 8 new plans since the last meeting: 5 Brandt Consolidated facilities (Auburn-Jefferson Street, Auburn-Route 104, Curran, New Berlin and Richland Elevator), Winfield Solutions (formerly known as Agriliance), Lemon Ag Service and Farmers Elevator of Lowder. A copy of Lemon Ag Service's plan was passed around the room for review. Matt is working on a new plan for Christian County Farmers Supply Company and updates to the plans for CWLP, Rosen's and the 183rd Fighter Wing.

The CWLP plan includes 2 very large maps which depict the locations of numerous critical facilities that would be affected if there was a release of Chlorine or Anhydrous Ammonia. Several years ago, an LEPC meeting was used to brainstorm for a list of critical facilities around Springfield and the county. These facilities are spotted on the 2 maps. Seeing that some sites close to CWLP like the Hope School, Lincoln Land Community College and University of Illinois-Springfield are not part of our initial list, Matt asked the LEPC to further think about critical facilities which could have large numbers of people present and give him additions for the list. It will be used in future CWLP updates.

Matt asked Pat Metz to summarize their meeting 2 weeks ago with Dale Simpson about at-risk populations in critical facilities that are seeking notification of hazardous materials incidents. The focus for this discussion is the Hope School with its residential Special Needs Population. The Chair added that, after notification, he has concerns about possible evacuation of these students and credited Matt with recommending Shelter-in-Place for the Hope School. An 18-minute video on Shelter-in-Place was secured by the Chair for presenting to the Hope School. It will first be previewed at our May meeting.

US DHS Chemical Security Assessment Tool – Pat also spoke briefly on the Chemical Security Assessment Tool. Since our last meeting, the deadline for submitting Top Screen questionnaires has passed. CWLP's was timely submitted. Currently, the US Department of Homeland Security (US DHS) is reviewing questionnaires to determine which facilities might be asked to complete a site vulnerability analysis. The Chair asked Pat to continue to track this program and to provide further reports to the LEPC. Pat's attention was directed to New Business on the Agenda for upcoming discussions on hazard vulnerability analyses by St. John's Hospital and Memorial Medical Center.

Filing of 2007 Tier 2 Forms During 2008 – The Chair reviewed numbers for the LEPC. Last year, we received 90 of the 2006 Tier 2 Forms (56 EHS facilities and 34 Non-EHS facilities). To-date, we have received 97 of the 2007 Tier 2 Forms (58 EHS facilities and 39 Non-EHS facilities). The Chair has been in contact with 5 EHS facilities and 3 Non-EHS facilities which need to file, but have not yet submitted their 2007 Tier 2 Forms. The Chair gave 2 reasons why we are expecting at least 15 more Tier 2 Forms this year. For EHS (Extremely Hazardous Substance) facilities, Matt's work on the planning project and conversations with the Sheriff's Office have detected more rural storage of Anhydrous Ammonia than was previously known. For Non-EHS facilities, working oil wells must be submitted and the price of crude has jumped this number.

New Business

EM Case Study – Ahead of the meeting, the Chair distributed a journal article about St. John's Hospital using community integration within its emergency planning. The article specifically mentions the LEPC as part of its community integration. The Chair thanked Brian Churchill and John Brennan for the commitment of both hospitals to our LEPC.

Brian spoke of the many standards that hospitals must adhere to for emergency management within their environment of care. He thanked us for being willing participants with them on their missions. Brian characterized the many requirements of the Joint Commission for hospitals across the country and the requirements for POD hospitals within Illinois. He explained that St. John's performed so well during a "friendly" audit of its systems that the auditors wished to document and comment on the cooperative environment that we enjoy. St. John's Hospital also did well when faced with its actual Joint Commission audit.

This partnering extends to the hospital's hazard vulnerability analysis (HVA) which is presently up for review at both hospitals. Brian and John shared aspects of their HVAs with the committee and asked to address this matter further in May. The Chair reminded everyone of Linda Wheeland's presentation on Mitigation Planning at our January meeting and how it began with an HVA for natural occurrences. Consistency in the work done by Brian, John and Linda was shown.

Other – The Chair recognized Linda Swartz, Teal Featherston-Wilkinson, Brian and John for their recent training in the Homeland Security Exercise and Evaluation Program (HSEEP) and Jim Strutz for his qualifications as a HSEEP trainer. It is believed that the USEPA will support exercising involving EHS facilities and an offer has been extended to the mayor of Auburn to consider having one that involves Anhydrous Ammonia.

Dale noted that several members of Springfield CERT (Citizens Emergency Response Team) are with the LEPC. The CERT will host a Weather Spotter's training on March 31 and use the occasion for a membership drive.

The Chair noted that this is Flood Safety Awareness Week with the Day 4 topic being Flood Insurance. Linda Wheeland was asked to give an overview of this important consideration.

Finally, the Chair informed the committee that Kathy Allen and the SERC has awarded the LEPC the full value of our grant request for the Hazardous Materials Emergency Planning (HMEP) Grant this fiscal year. The larger award will make it possible for us to send a second member along with Matt to Winnebago County LEPC's Midwest Emergency Preparedness & Response Conference in May at a cost of approximately \$600 each. There will be a special presentation on Special Needs Populations which is an area that Linda Swartz concentrates on for the county. A motion was made by Brian Churchill, seconded by Dale Simpson and approved unanimously to compensate Matt Helms and Linda Swartz up to a maximum of \$650 each for allowable expenses to attend this year's Midwest Emergency Preparedness & Response Conference in Rockford using HMEP Grant funds.

Meeting Closure - The next LEPC meeting is scheduled for 8:30 am, May 15, 2008, at the Office of the State Fire Marshal. There being no further business, a motion was made by Pat Metz, seconded by Jim Strutz and approved unanimously to adjourn the meeting at 10:00 am